

**TOWN OF NEWFIELDS BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, AUGUST 16, 2016**

Present: Selectmen: Chris Hutchins, Jamie Thompson and Michael Sununu. Others include: Melanson Heath auditors: Frank Biron & Amanda Morse, Brian Knipstein, Jeff Buxton, Kent Lawrence, Dave Edgerly & Tom Hayward.

Call to order at 7:05pm.

The Selectmen reviewed and signed:

- ✓ Checks Pd 08/01/16: Accts. Pay. Manifest - \$84,395.78(BCBS,HlthTr,Bond)
- ✓ Checks Pd 08/04/16: Sch. Tax Manifest - \$436,455.00
- ✓ Checks Pd 08/05/16: Accts. Pay. Manifest - \$8,768.36(Comcast,Casella)
- ✓ Checks Pd 08/05/16: Accts. Pay. Manifest - \$6,404.27
Payroll Manifest - \$8,493.13
- ✓ Checks Pd 08/12/16: Accts. Pay. Manifest - \$76,603.19
Payroll Manifest - \$8,521.03
- ✓ Checks Pd 08/19/16: Accts. Pay. Manifest - \$801.64(Dir.Ast)
Accts. Pay. Manifest - \$14,306.15
Payroll Manifest - \$8,774.51
Accts. Pay. Manifest - \$11,986.17 (FD-'15)

The Board reviewed & signed the “Easement Agreement & Restatement” –between E. Williams, 13 Dixon Ave. and the Town.

The Selectmen reviewed the bid from Genuine Group Hardwood Floor for refinishing the Town Hall floors. Chris made a motion to accept the bid from Genuine, seconded by Michael. All were in favor and the motion passed.

The Board met with the town auditors from Melanson Heath to discuss the pension accounting being driven by the NH Retirement System, which reflected the unfunded liability for the first year in the 2015 financial statements. The Cash Investments (Trustees of the Trust Funds), Easement/ Land Inventory (Town owned properties) and a future Capital Reserve Fund to offset the unfunded Pension Liability were also discussed.

Brian Knipstein met with the Selectmen to discuss:

- The paving schedule with the completion of the culvert, reclamation and paving of Dixon Ave.
- The wash out on Maple Street could only be corrected with installation of curbing.
- Winkler Way – Dave Garvey has not responded to any correspondence in reference to finishing Winkler Way (\$30,000.00). A lien on the property is needed to guarantee payment.
- Underground electric service will be installed on the town right of way/ 10' wide PSNH easement on River Rd (below the tracks) within the next two months. Jamie made a motion to approve the underground electric on River Rd, seconded by Chris. All were in favor and the motion carried.
- Replacement of the roof of the Salt Shed.
- Extension of the sidewalk to Old Lee Rd. which would need a design, permit and cost to move forward.

Fire Chief Jeff Buxton updated the Board on the new Notification System which moves from pager to cell phone notifications.

Jeff also discussed an invoice for equipment which was not processed for payment in Dec. 2015. Payment for this invoice against the 2016 Budget would not allow for the purchase of needed equipment for this year. Donna will check with the auditors to see what can be done.

Jeff stated the fire cistern (cost of \$2,500.00) on Winkler Way- Dave Garvey, has not been completed to date. The Board would like Derek Durbin, Town Attorney to start the lien process against Dave Garvey for Winkler Way.

As a resident of Newfields, Jeff Buxton inquired why an extension in the Easement Agreement & Restatement was given to 13 Dixon Ave. The Board responded, it was in good faith.

Kent Lawrence met with the Selectmen to discuss the water damage on the bathroom floor in the Town Hall. Kent proposes to remove the sub floor ceiling in the basement for a fan to help dry it to prevent mold. Kent said his rate of pay is \$45.00/hr.

Dave Edgerly updated the Board on the website and gave a preview of the site.

Tom Hayward met with the Selectmen to discuss the renovation of the Police/ Town Offices. Tom stated that Sue would have less area and Nate's area would be larger, electronic storage and digitized files would save space and an approval of \$2,000.00 for the cost of a CAD design is needed to get things started. Michael made a motion to approve \$2,000.00 for a CAD design, seconded by Chris. All were in favor and the motion passed.

The Selectmen reviewed the Expenditures for July.

The Board discussed the Evergreen (BTLA) Hearing scheduled for Oct. 5th.

At 9:02pm, Michael made a motion to adjourn the meeting. The motion was seconded by Chris. The motion passed with all in favor.

Respectfully submitted,

Donna C. Newman